



# WASHOE COUNTY

"Dedicated To Excellence in Public Service"

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CM/ACM	<u>KS</u>
Finance	<u>DN</u>
DA	<u>ML</u>
Risk Mgt.	<u>N/A</u>
HR	<u>N/A</u>
Comptroller	<u>CH</u>

## STAFF REPORT BOARD MEETING DATE: July 26, 2016

**DATE:** June 27, 2016  
**TO:** Board of County Commissioners  
**FROM:** Dave Solaro, Architect, P.E., Director,  
Community Services Department, 328-3624, [dsolaro@washoecounty.us](mailto:dsolaro@washoecounty.us)  
**THROUGH:** Kevin Schiller, Assistant County Manager  
**SUBJECT:** Possible action to approve the appointment of Charles Guffey to the Washoe County Open Space and Regional Parks Commission representing Commission District 1 to fill a term beginning on July 26, 2016, and ending on June 30, 2020, or until such time as a successor is appointed. (Commission District 1.)

### SUMMARY

Jim Nadeau's term on the Open Space and Regional Parks Commission expired June 30, 2015. Mr. Nadeau served two consecutive terms on the Park Commission. County Commissioner Marsha Berkbigler has recommended Charles Guffey to the Chair of the Washoe County Board of Commissioners (Board) to be considered for appointment to the Park Commission. If appointed, the term will begin on July 26, 2016, and end on June 30, 2020, or until such time as a successor is appointed.

Washoe County Strategic Objective supported by this item: Stewardship of our community.

### PREVIOUS ACTION

September 8, 2015 – The Board appointed Doug Doolittle to the Open Space and Regional Parks Commission.

July 23, 2013 – The Board appointed Janet Davis to the Open Space and Regional Parks Commission.

June 11, 2013 – The Board approved the reappointment of Anne Buckley, and appointed Thomas Guinn, Alan Sheakley, Nathan Daniel, and Scott Pierson to the Open Space and Regional Parks Commission.

April 12, 2011 – The Board approved reappointment to the Open Space and Regional Parks Commission of Jim Nadeau from July 1, 2011 to June 30, 2015, and Robert Jacobson from July 1, 2011 to June 30, 2013.

September 22, 2009 – The Board approved reappointment of Bill von Phul, Patty Moen and Cliff Young to the Open Space and Regional Parks Commission for terms through June 30, 2013, and appointed Ed Harney to fill a vacant position through June 30, 2012, and Anne Buckley to fill a vacant position through June 30, 2013.

August 14, 2007 – The Board approved reappointment of Robert Jacobson to the Open Space and Regional Parks Commission for a term through June 30, 2011, and possible appointment of one new Commissioner to the Open Space and Regional Parks Commission to fill a vacant term through June 30, 2011.

### **BACKGROUND**

The Open Space and Regional Parks Commission is composed of nine members, all of whom shall be appointed by the Board of County Commissioners from residents of the County at large. The powers and duties of the park commission are:

1. To act in advisory capacity to the Board of County Commissioners in promoting, aiding and encouraging public recreation including the development of recreation and park facilities.
2. To act in an advisory capacity to the Director of Community Services in maintenance, development and operation of all county-owned or operated recreation areas and facilities and to develop rules and regulations governing the use of those facilities.
3. To establish general procedures to carry out the purpose of the Commission and recommend rules and regulations to the Board of County Commissioners as it may deem necessary to facilitate the carrying on of a recreation and park system.
4. To study and make recommendations on the Department's operating procedures and policies, fiscal policies and plans, and acquisition and development plans and policies.
5. To interpret the recreation program to public officials and to the general public in order that the recreation and park program may receive adequate support from public and private sources.
6. To consult with the Director on methods of financing a county-wide parks and recreation program, and make recommendations thereon.
7. To make recommendations to the Board of County Commissioners on deviations from, alterations to, or additions to the Master Plan for Parks and Recreation.
8. To make recommendations to the Board of County Commissioners on a schedule of priorities for acquisition and development of park property in accordance with the Master Plan.
9. To recommend to the Board of County Commissioners a time schedule for acquisition and development of park and recreation facilities.
10. To review and recommend annual budgets to the Board of County Commissioners.
11. To recommend to the Board of County Commissioners, rates, tolls and charges for services and the use or availability of facilities.
12. To recommend to the Board of County Commissioners the purchase, lease or exchange of lands for recreation or park purposes.
13. To review and recommend contemplated contracts to the Board of County Commissioners for the operation, construction and development of park and recreation facilities.
14. To exercise such other powers and perform such other duties as may be delegated by the Board of County Commissioners.

**FISCAL IMPACT**

There is no fiscal impact to Washoe County for appointments to the Open Space and Park Commission as per NRS, commissioners shall serve without compensation.

**RECOMMENDATION**

It is recommended that the Board of County Commissioners approve the appointment of Charles Guffey to the Washoe County Open Space and Regional Parks Commission representing Commission District 1 to fill a term beginning on July 26, 2016, and ending on June 30, 2020, or until such time as a successor is appointed.

**POSSIBLE MOTION**

Should the Board agree with the recommendation, a possible motion would be: “Move to approve the appointment of Charles Guffey to the Washoe County Open Space and Regional Parks Commission representing Commission District 1 to fill a term beginning on July 26, 2016, and ending on June 30, 2020, or until such time as a successor is appointed.”

Attachment: Washoe County Community Service Application



# Washoe County Community Service Application

## CITIZEN ADVISORY BOARD

Volunteer ... Make a Difference in Washoe County!

Please complete the following application to indicate your interest in a position on a Washoe County Board or Commission. Your application will be kept on file for 42 months. You will need to reapply after that time if you still wish to be considered for a position. Applications may also be obtained on our website at [www.washoecounty.us/citizens](http://www.washoecounty.us/citizens)

Is there a specific Citizen Advisory Board vacancy you are applying for? If yes, which one?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Your Name: Charles Guffey
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### Residential Home Address

Address: 1680 Sky Mountain Dr F130		
City: Reno	State: NV	Zip: 89523
Assessor's Parcel Number if known:		
Home Phone:	Cell Phone: 775-232-1993	
E-mail: cguffey@hectatone.com		

### Mailing Address (if different from residential home address)

Address:		
City:	State:	Zip:

### Occupation and Business Address

Job Title: Admin		
Business Name: Hectatone		
Address (Street and/or P.O. Box): 3685 Lakeside Dr		
City: Reno	State: NV	Zip: 89509
Assessor's Parcel Number if known:		
Business Phone: 775-360-2202		
E-mail: cguffey@hectatone.com		

### Registered Voter

Are you registered to vote in Washoe County?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
The Washoe County Commission requires that a person be a registered voter in Washoe County (if eligible to vote) to be considered for membership on a Citizen Advisory Board. This requirement may be waived on a case-by-case basis by the County Commission.	

How long have you lived in your area? (Years/Months) 8 years
How long have you lived in Washoe County? (Years/Months) 10 years
Have you ever been convicted of a felony or misdemeanor other than minor traffic violations?
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If yes, please list conviction dates and nature:

Please print or type, and complete the form entirely.

March 2013

Briefly, in your own words explain why you would like to be appointed to the Board or Commission.

I would like to be appointed to get more involved in the community. I have four small children and want to set a good example by being involved. I would also like to make sure things are getting done to improve the area for children.

Describe your qualifications for this appointment, including, but not limited to your educational background, professional background and awards/honors.

I have taken several business and economic classes in college. I am in the process of going to real estate school. I also have experience working in several different types of real estate offices including HOAs.

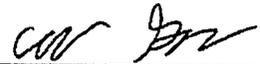
List your community and/or civic involvement history.

Bull Run Regional Library Manassas, VA  
Volunteered on the weekends while in high school.

Please list the name and phone number of any personal references that we may contact.
Roe Pope 775-359-3508
Catherine Clark 775-360-2208

Please attach any additional information you wish.

I understand the role and responsibilities of membership on this board or commission and am willing to serve. If appointed, I will attend required meetings and training and will adhere to pertinent bylaws. I understand that some appointments require a Financial Disclosure Form to be submitted to the Nevada State Ethics Commission. I certify that, to the best of my knowledge, the information I have provided in this application is true and correct. If the information provided is false or incomplete, it shall be sufficient cause for disqualification or removal. [If appointed to a Citizen Advisory Board (CAB), I agree to attend a CAB new member orientation session and open meeting law training within six months of my appointment. I understand that failure to comply with this requirement will result in automatic removal from the Citizen Advisory Board.]

Signature:  Date: 3/30/16

<b>PLEASE RETURN THE APPLICATION TO:</b>	
Washoe County Manager's Office Attention: Constituent Services P.O. Box 11130, 1001 E. Ninth Street, Room A201, Reno, NV 89520-0027 FAX: (775) 328-2491	
Andrea Tavener— Phone: (775) 328-2720; Email: <a href="mailto:atavener@washoecounty.us">atavener@washoecounty.us</a> Sarah Tone— Phone: (775) 328-2721; Email: <a href="mailto:stone@washoecounty.us">stone@washoecounty.us</a>	
Date Received: _____	Commission District: <u>1 2 3 4 5</u>
Appointed to: _____	Jurisdiction: RN/SP/WC
Appointed to: _____	Date of Appointment: _____

*Thank you for your interest in Washoe County Government!*

**This document is part of the public record  
and is available for public review.**